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THE DIRECTOR OF CENTRAL INTELLIGENCE

WASHINGTON, D.C. 20505

National Intelligence Council

DDI 2678-82 30 March 1982

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Chief, Staffing Office of Civilian Personnel National Security Agency Fort George G. Meade, Md. 20755

Dear

In response to your letters to Mr. James Glerum, CIA Director of Personnel, of 23 November and 15 December 1981, I am pleased to forward to you the following documents concerning

of NSA, on detail since September 1980 to our office:

- 1. Employee Performance Appraisal (copies 1 and 4)
- 2. Supervisor's Checklist for Counseling Employees
- 3. Inventory of Attributes (in triplicate)

is a gifted, versatile, productive, and cooperative officer. We are very pleased to have had his services, and confident that his highly successful tour here will further his career at NSA.

Sincerely,

Harold P. Ford Associate Chairman

Enclosures As stated

ORIG CL BY SIGNER REVW ON 30 MAR 88

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DDI 2678-82 30 March 1982 LETTER TO

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